Data Extract Files Posted To Agency's HuRMan Folder

Extract Name	File Name	Description
BES Begin of Month Participants Extract	PM9103-BOM-Enrollment	This flat file contains data for eligible participants as of the first of the month. *The file is available on the 3rd, 10th, 17th and 24th of each month.* See BES-Enrollment-Rpt for corresponding report.
BES End of Month Dependents Extract	PM9104-EOM-DEPS	This flat file is created at the *end of each month.* It contains all the eligible dependents as of the end of last month.
BES End of Month Participants Extract	PM9103-EOM-PARS	This flat file is created at the *end of each month.* It contains all the eligible participants as of the end of last month. See BES-EOM-Enrollment-Rpt for corresponding report.
BES Open Enrollment Participants Extract	PM9103-BOM-Open-Enrollment	This flat file is created at the *end of the Open Enrollment period.* It identifies participants who have made Open Enrollment changes as of the report date. See BES-Open-Enrollment-Rpt for corresponding report.
BES Projected Enrollment Participants Extract	PM9103-BOM-Projected-Enrollment	This flat file is created in *early June.* It contains all the eligible participants as of the upcoming July 1. It includes personal information, health care coverage and FSA elections. See BES-Projected-Enrollment-Rpt for corresponding report.
BES Value of Healthcare Extract (non-CIPPS agencies)	BES-W2-Value-of-Healthcare	This annual flat file is created at the *end of December.* It contains Value of Healthcare data for participants in non-CIPPS agencies. This file provides the value of healthcare by FEIN to be included in W-2 processing by non-CIPPS agency payroll.
Test - BES Value of Healthcare Extract (non-CIPPS agencies)	BES-Test-W2-Value-of-Healthcare	This annual Test flat file is created in *early December.* It contains Value of Healthcare data for participants in non-CIPPS agencies. This file provides the value of healthcare by FEIN to be included in W-2 processing by non-CIPPS agency payroll. (Test File)

Reports Posted To Agency's HuRMan Folder

Report Name	File Name	Description
BES Dependents Approaching Eligibility Thresholds (csv file)	BES-Dependent-Age-26-Approaching-Termination	This report is created in *August and October* of each year. It identifies participants who have children reaching Age 26 sometime during the current year. Note that this report does not include children added to BES after the report's run date. (csv format report)
BES Dependents Approaching Eligibility Thresholds (text report)	BES-Dependent-Age-26-Approaching-Termination-Rpt	This report is created in *August and October* of each year. It identifies participants who have children reaching Age 26 sometime during the current year. Note that this report does not include children added to BES after the report's run date. (text report format)
BES Enrollment Report	BES-Enrollment-Rpt	This report lists eligible participants as of the first of a month. It includes personal information, health care coverage and FSA elections. *The report is available on the 3rd, 10th, 17th and 24th of each month.* See PM9103-BOM-Enrollment for corresponding flat file.
BES Enrollment Report	BES-Projected-Enrollment-Rpt	This report is created in *early June.* It identifies all eligible participants as of the upcoming July 1. It includes personal information, health care coverage and FSA elections.
BES EOM Enrollment Report	BES-EOM-Enrollment-Rpt	This report is created at the *end of each month.* It identifies all the eligible participants as of the end of last month. It includes personal information, health care coverage and FSA elections. See PM9103-EOM-PARS for corresponding flat file.
BES Exception Report	BES-Exception-Rpt	This *monthly* report lists a variety of discrepancies found in BES records that need attention and reconciliation.
BES Open Enrollment Report	BES-Open-Enrollment-Rpt	This report is created at the *end of the Open Enrollment period.* It identifies participants who have made Open Enrollment changes as of the report date. It includes personal information, health care coverage and FSA elections. See PM9103-BOM-Open-Enrollment for corresponding flat file.
BES Premium Reward Discrepancies	BES-Premium-Reward-Discrepancies	This *monthly* report lists discrepancies between CIPPS and BES where either the premium or reward differs.

BES Termination Report	BES-Termination-CSV	This *monthly* report identifies participants and dependents recently terminated. (csv formatted file)
BES Termination Report (Participant/Dependent Recently Terminated)	BES-Termination-Rpt	This *monthly* report identifies participants and dependents recently terminated. (text report format)
BES Turnaround Document	BES-Turnaround	This *daily* report is the official record of changes made in BES by PMIS, an agency operator, or EmployeeDirect before 5:00 PM.
BES Turnaround Empty Document	BES-Turnaround-Empty	This report is created when there are no turnarounds to report for the agency.
Dependent Age 26 Termination Report (csv file)	BES-Dependent-Age-26-Terminations	This report is created each year in the *first part of December*. It lists dependent children being removed from BES effective the last day of the year because they will have reached the age that makes them ineligible for coverage in the upcoming year. (csv formatted report)
Dependent Age 26 Termination Report (text report)	BES-Dependent-Age-26-Terminations	This report is created each year in the *first part of December*. It lists dependent children being removed from BES effective the last day of the year because they will have reached the age that makes them ineligible for coverage in the upcoming year. (text report format)
Persons Eligible for Medicare in [month]	BES-Persons-Eligible-For-Medicare	This *monthly* report identifies individuals approaching age 65 in the Retiree Program that will be automatically switched to Advantage 65 + Dental & Vision unless a different option is requested. This is a three month notice report.
Summary of BES Turnaround Documents	BES-Turnaround-Summary	This *daily* report is a summary changes made on the day's BES Turnaround documents.